

# PAYROLL DEDUCTION APPLICATION

## University of Nevada, Reno Foundation

Name	<input type="text"/>	Employee ID#	<input type="text"/>
Home Address	<input type="text"/>	Business Phone	<input type="text"/>
Deduction Start Date	<input type="text"/>	Department	<input type="text"/>
		Signature	<input type="text"/>

Where needed most at the University for academic advancement

Other

New Payroll Deduction:

I hereby authorize the deduction of \$  each month from my paycheck to the University of Nevada, Reno Foundation. These deductions will continue until further notice.

Change in Existing Payroll Deduction:

I hereby authorize a change in my existing payroll deduction from \$  to \$ . These deductions will continue until further notice.

### TO FINALIZE YOUR PAYROLL DEDUCTION, PLEASE:

- **MAIL THIS COMPLETED FORM TO BCN PAYROLL AT MAIL STOP 122.**
- **ALSO, SEND DOCUMENT CLEARLY MARKED "COPY" TO FNDACCT@UNR.EDU OR THE FOUNDATION OFFICE AT MAIL STOP 162.**

**QUESTIONS: If you have any questions about this form or payroll deductions, please call BCN Payroll at (775) 784-6086.**

Tax-deductible gifts and fees made to the University of Nevada, Reno Foundation (UNRF) may be deposited into a UNRF account that is approved for and may be used for entertaining, hosting, travel or employee perquisites as stated by University policy. Please contact the UNRF if you have questions or would like more information.